

## APA STYLE GUIDE: CITING PRINT SOURCES

Print Sources are hard-copy texts or documents in hand and may include: encyclopedia, magazines, newspapers and books. Copyright information for a print publication may be found on the verso/publication page inside the printed material.

### A book by a single author, multiple authors, or editor(s)

Author(s) or Editor(s). (Year of Publication). *Title of book*. City of publication: Publisher.

Sonneborn, Liz. (2012). *The Great Irish Famine*. New York: Chelsea House.

Manguel, Alberto. (Ed). (1998). *Fathers and Sons*. Vancouver: Raincoast Books.

### A work in an anthology

Author(s). (Year of publication). Title of essay/excerpt. In Editor's name (Ed.), *Title of book*. (page numbers). City of publication: Publisher.

Spencer, Jonathon. (2008). Renaissance Painting. In Jaspar Elmwood (Ed.), *The History of Art*. (pp. 135-142). Toronto: Harper Collins Inc.

### An encyclopedia article

Author(s). (Year of publication). Title of Article. In *Title of Encyclopedia*. City of Publication: Publisher.

MacDowell, J. (2008). Allergy and sensitivity. In *Diseases and disorders*. New York: Marshall Cavendish Corporation.

### A newspaper or magazine article

Author(s). (Date of Publication). Title of article. *Title of Newspaper/Magazine*. Page number(s)/section.

Walker, Susan. (2009, April 30). Dancers Make Emotions Turn Physical. *Toronto Star*. A1.

Debenedetti, Christian. (2009, May). Ten Years of Adventure. *National Geographic*. p.11.

## APA STYLE GUIDE: CITING ELECTRONIC SOURCES

Electronic Sources include Internet Websites, eBooks, On-line Encyclopedia and On-line Databases. Copyright information is always included on credible Electronic Sources. Some on-line resources include the complete Citation for your use.

### An entire internet Site

Author. (Date of posting or latest update). *Title of Site or Page*. Retrieved from URL

Schrock, K. (2001). *Kathy Shrock's guide for educators*. Retrieved from [www.discoveryschool/shrock.com](http://www.discoveryschool/shrock.com)

Canadian cancer society. (2009). Retrieved from [www.cancer.ca](http://www.cancer.ca)

### An article from a website

Author. Title of Article. (Date of article). *Title of Site/page*. Retrieved from URL

Kielberger, C. & Kielberger., M. Former child soldiers face psychological battle. (2009, May 4). *Free the Children*. Retrieved from [www.freethechildren.com](http://www.freethechildren.com)

### An e-book

Authors(s). (Date of Publication). *Title of Book*. Retrieved from URL

Gritzner, C. (2010). *Changing Climates*. Retrieved from <http://ebooks.infobasepublishing.com>

### An on-line encyclopedia

Author. (Year of publication). Title of Article. In *Title of Encyclopedia*. Retrieved from URL

Emanuel, K. (2009). Hurricane. In *World Book*. Retrieved from [www.worldbookonline.com](http://www.worldbookonline.com)

### An on-line database used to access news/magazine/journal articles.

Author. (Date of article). Title of Article. *Title of Periodical*. Volume/page number(s).

Retrieved from Name of Database and URL

Appleby, T. (2009, Feb 2). Teen Violence. *The Globe and Mail*. Retrieved from eLibrary database [www.elibrary.bigchalk.com](http://www.elibrary.bigchalk.com)

Jordan, L. (2006). Big tobacco's deadly deceptions. *Midwest Today*. Retrieved from SIRS database [www.sks.sirs.com](http://www.sks.sirs.com)

## APA STYLE GUIDE: CREATING A REFERENCES LIST

The References List should be included at the end of a paper with the title **References**. It must include an entry for each of the Print and Electronic Sources you consulted in the research phase of your essay. If you have quoted from, paraphrased, or summarized a source or even used an idea from a source, the copyright information from that source should appear on your **References** page.

### Order of Entries

- Sources must be listed in Alphabetical Order by the last name of the author.
- Give the last name and initials for authors of a particular work. Use “&” instead of “and” when listing multiple authors of a single work. List all the authors when there are up to six authors. When there are more than six authors, use “et al.” for the other authors.
- If you have more than one work by the same author, order them by publication date, oldest to newest (a 2001 article would appear before a 2009 article)
- If a source has no author, order it by title, but leave out “A”, “The” or “An” when determining the alphabetical order in the References list.

### How to Format the References Page

- Begin each entry flush with the margin. Indent every additional line after the first line by five spaces.
- Double space throughout.
- Capitalize only the first word of the title and any proper names for books, articles, web pages, etc. Capitalize magazine and journal titles as they appear in the text you have read.
- Use *italics* when including the title of a work.

#### References

Anderson, L. (1996). *Acid rain*. New York: Gloucester Press.

Howard, R. & Johnson, W. (1996) *Poison in the sky*. Toronto: McClelland and Stewart.

Lucas, G. (2000, May 25). How healthy are our lakes? Toronto Star. Retrieved from eLibrary database [www.elibrary.bigchalk.com](http://www.elibrary.bigchalk.com)

Our Great Lakes: working towards a healthy and sustainable Great Lakes Basin ecosystem. (2000, November 12). *Environment Canada*. Retrieved from [www.on.ec.gc.ca](http://www.on.ec.gc.ca)

## APA STYLE GUIDE: INCLUDING IN-TEXT CITATIONS

When writing a paper, **EVERY** time you use a quotation from a source, paraphrase, summarize or use an idea from a source, you must give credit to the source immediately following its use by creating an IN-TEXT citation (even if you use the same source multiple times). While the full copyright information is included in the References List, an in-text citation only includes the author's name, the year of publication and the page (if applicable).

### Print Resources

#### SOURCE

- A work with one author
- A work with two or more authors
- A work with no author or an editor

#### IN-TEXT CITATION

- (Anderson, 1996, p. 121)
- (Howard & Johnson, 1997, p. 16)
- (*Natural Medicine*, 2007, p. 165)  
\*title of article in italics

### Electronic Resources: Article from a Database

#### SOURCE

- A work with one author
- A work from an organization
- A website without a date

#### IN-TEXT CITATION

- (Lucas, 2000)
- (Environment Canada, 2000)
- (Johnson, n.d.) \* n.d. indicates no date

### Sample Essay with in-text citations

Acid rain is an environmental issue that affects plant and animal life, lakes and rivers, buildings and structures, and human beings. Precipitation that contains acidic gases such as sulphur dioxide or nitrogen dioxide or nitrogen oxide has the potential to cause serious environmental problems. Since the 1960s, scientists have studied the harmful results of acid rain and looked for ways to reduce harmful atmospheric pollutants (Howard & Johnson, 1997, p.16). In recent years, efforts to reduce the negative effects have been successful. People have recognized acid rain as a serious environmental threat and have taken steps to stop it (Anderson, 1996, p.121).

Laws reducing air pollution have helped to reduce the initial causes of acid rain. In the 1970s a drop in the fish population and changes in lakes and forests alerted environmentalists to the problem (Lucas, 2000). In response, the federal and provincial governments together created the Eastern Canada Acid Rain Program, aimed at reducing the amount an type of pollutants allowed into the atmosphere (Environment Canada, 2000). In 1991 the Canada-US Air Quality Agreement was signed, designed control air pollution that would move from one country to another. A recent report states that “in the Great Lakes region, there has been a 76% reduction in toxic substances and that great numbers and diversity of wildlife, including frogs, turtle muskrats and heron are reappearing in the area” (Environment Canada, 2000).

# APA STYLE GUIDE



## The Research Paper

### General Instructions

1. Type your essay and print it out on standard white 8.5 X 11 inch paper.
2. Double-space the entire text of your paper including all Titles and all paragraphs.
3. Use Times New Roman in 12 pt. font.
4. Leave only one space after periods or other punctuation marks.
5. Set the margins of your document to 1 inch on all sides.
6. Use the Tab key to indent the first line of every paragraph (one half inch from the margin)
7. Include a **page header** (also known as the "running head") at the top of every page. To create a page header/running head, insert page numbers flush right. Then type "TITLE OF YOUR PAPER" in the header flush left using all capital letters. The running head is a shortened version of your paper's title and cannot exceed 50 characters including spacing and punctuation.

### Title Page

The title page should contain the title of the paper, the author's name, and the institutional affiliation. Include the page header (described above) flush left with the page number flush right at the top of the page. Please note that on the title page, your page header/running head should look like this:

Running head: TITLE OF YOUR PAPER

Pages after the title page should have a running head that looks like this:

TITLE OF YOUR PAPER

Type your title in upper and lowercase letters centered in the upper half of the page. The title be no more than 12 words in length and it should not contain abbreviations or words that serve no purpose. The title may take up one or two lines. All text on the title page, and throughout your paper, should be double-spaced.

Beneath the title, type the author's name: first name, middle initial(s), and last name. Do not use titles (Dr.) or degrees (PhD).

Beneath the author's name, type the institutional affiliation, which should indicate the location where the author(s) conducted the research.

# Sample APA Research Paper

## Sample Title Page

Place manuscript page headers one-half inch from the top. Put five spaces between the page header and the page number.

Running on Empty 1

Full title, authors, and school name are centered on the page, typed in uppercase and lowercase.

Running on Empty:  
The Effects of Food Deprivation on  
Concentration and Perseverance  
Thomas Delancy and Adam Solberg  
Dordt College

# Research Paper

Center the title one inch from the top. Double-space throughout.

## Running on Empty: The Effects of Food Deprivation on Concentration and Perseverance

The introduction states the topic and the main questions to be explored.

Many things interrupt people's ability to focus on a task: distractions, headaches, noisy environments, and even psychological disorders. To some extent, people can control the environmental factors that make it difficult to focus. However, what about internal factors, such as an empty stomach? Can people increase their ability to focus simply by eating regularly?

The researchers supply background information by discussing past research on the topic.

One theory that prompted research on how food intake affects the average person was the glucostatic theory. Several researchers in the 1940s and 1950s suggested that the brain regulates food intake in order to maintain a blood-glucose set point. The idea was that people become hungry when their blood-glucose levels drop significantly below their set point and that they become satisfied after eating, when their blood-glucose levels return to that set point. This theory seemed logical because glucose is the brain's primary fuel (Pinel, 2000). The earliest investigation of the general effects of food deprivation found that long-term food deprivation (36 hours and longer) was associated with sluggishness, depression, irritability, reduced heart rate, and inability to concentrate (Keys, Brozek, Henschel, Mickelsen, & Taylor, 1950). Another study found that fasting for several days produced muscular weakness, irritability, and apathy or depression (Kollar, Slater, Palmer, Docter, & Mandell, 1964). Since that time, research has focused mainly on how nutrition affects cognition. However, as Green, Elliman, and Rogers (1995) point out, the effects of food deprivation on cognition have received comparatively less attention in recent years.

Extensive referencing establishes support for the discussion.

# References

## References

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- Crumpton, E., Wine, D. B., & Drenick, E. J. (1966). Starvation: Stress or satisfaction? *Journal of the American Medical Association*, 196, 394–396.
- D'Agostino, C. A. F. (1996). Testing a social-cognitive model of achievement motivation.-*Dissertation Abstracts International Section A: Humanities & Social Sciences*, 57, 1985.
- Eisenberger, R., & Leonard, J. M. (1980). Effects of conceptual task difficulty on generalized persistence. *American Journal of Psychology*, 93, 285–298.
- Green, M. W., Elliman, N. A., & Rogers, P. J. (1995). Lack of effect of short-term fasting on cognitive function. *Journal of Psychiatric Research*, 29, 245–253.
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- Green, M. W., Elliman, N. A., & Rogers, P. J. (1997). The study effects of food deprivation and incentive motivation on blood glucose levels and cognitive function. *Psychopharmacology*, 134, 88–94.
- Hickman, K. L., Stromme, C., & Lippman, L. G. (1998). Learned industriousness: Replication in principle. *Journal of General Psychology*, 125, 213–217.
- Keys, A., Brozek, J., Henschel, A., Mickelsen, O., & Taylor, H. L. (1950). *The biology of human starvation* (Vol. 2). Minneapolis: University of Minnesota Press.
- Kollar, E. J., Slater, G. R., Palmer, J. O., Docter, R. F., & Mandell, A. J. (1964). Measurement of stress in fasting man. *Archives of General Psychology*, 11, 113–125.
- Pinel, J. P. (2000). *Biopsychology* (4th ed.). Boston: Allyn and Bacon.

All works referred to in the paper appear on the reference page, listed alphabetically by author (or title).

Each entry follows APA guidelines for listing authors, dates, titles, and publishing information.

Capitalization, punctuation, and hanging indentation are consistent with APA format.



